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**IEMA Environmental Sustainability Skills  
for the Workplace**





IEMA Environmental Sustainability Skills for the Workplace

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## Before you start.

IEMA Sustainability Skills for the Workplace is designed to give all workers an understanding of what is changing in our world today and embrace new, sustainable ways of doing business.

### Sustainability Skills for the Workforce

**Duration:** 7 hours

Created to give all types of workers, from front-line employees to company Directors, insight into the challenges your business faces.

They'll learn how their own personal actions, as well as those of your company, contribute to global environmental, economic and social issues. They'll also learn the practical actions they can take to help improve sustainability performance from the ground up.

### Sustainability Skills for Managers

**Duration:** 14 hours

Created for Managers, Supervisors, Contractors and Team Leaders. It won't turn them into environmental experts. But it will give them an understanding of the accountabilities placed on your business by the law, nature, and environment management systems.

They'll also learn the practical skills they need to take to help meet those obligations and improve sustainability performance.

# Business Benefits

Enjoy major savings on energy, materials and regulatory costs, all while reducing your carbon footprint and impact on the environment.

## Comply with ISO 14001

The consequences of poor sustainable practice doesn't just end at environmental damage. Companies who fail to meet their duties can risk fines of up to £3 million, as well as prison prosecution and damage to brand reputation.

IEEMA Sustainability Skills for the Workplace gives insight into environmental legislation, management systems and international frameworks, so you can be confident your team being compliant at all time.

## Stimulate innovation

Engaged employees can stimulate new, innovative ways of working across your products, processes and manufacturing activities. Your team will get an understanding of how sustainability impacts the whole supply chain and how to improve it.

Staff will be able to act as your eyes and ears on the ground and be confident to feed ideas on sustainable working practices back to their superiors.

## Win new business opportunities

Companies who contribute to the global and local community enjoy increased satisfaction from key stakeholders, such as customers, employees and the public.

You'll be able to embrace new market development and business opportunities through new positioning in the marketplace.



# Course Overview

## IEMA Sustainability Skills for the Workforce

IEMA Sustainability Skills for the Workforce gives all members of staff an understanding of the environmental and socioeconomic risks your business is exposed to. It's split into 4 modules.

The course includes a number of case studies to support the key learning outcomes:

- ▶ Greater Manchester Fire and Rescue Service: Climate change resilience
- ▶ Hanson: Landscape and biodiversity stewardship
- ▶ Kingston University: Collaboration and communication

Module name	Learning hours	Assessment
<b>Module 1:</b> Risks & opportunities from environmental sustainability	<b>7 hours</b>	<b>Online exam</b>
<b>Module 2:</b> Laws & other compliance obligations		
<b>Module 3:</b> Key environmental sustainability issues		
<b>Module 4:</b> Improving environmental sustainability performance		

# Course Overview

## IEMA Sustainability Skills for Managers

IEMA Sustainability Skills for Managers builds on the content from the Sustainability Skills for the Workforce modules. It drills down into the finer details to give managers and supervisors the ability to drive change amongst their team. The course covers an additional 5 modules, totalling at 9 modules.

Module name	Learning hours	Assessment
<b>Module 1:</b> Risks & opportunities from environmental sustainability	<b>14 hours</b>	<b>Online exam</b>
<b>Module 2:</b> Laws & other compliance obligations		
<b>Module 3:</b> Key environmental sustainability issues		
<b>Module 4:</b> Improving environmental sustainability performance		
<b>Module 5:</b> Control of emissions to air		
<b>Module 6:</b> Control of environmental noise		
<b>Module 7:</b> Control of contamination of water sources		
<b>Module 8:</b> Control of waste and land use		
<b>Module 9:</b> Sources and use of energy and energy efficiency		

# Full Course Syllabus

## Module 1

### Risks & opportunities from environmental sustainability

- ▶ Energy security and decarbonisation
- ▶ Impacts of waste management and landfill
- ▶ Degradation of climate and natural systems
- ▶ Land-use pressures (impacts on farming, food security, deforestation and biodiversity)
- ▶ Population growth and consumption.
- ▶ Impacts of pollution
- ▶ Opportunities from sustainable business.

## Module 2

### Laws and other compliance obligations

- ▶ Key environmental regulators
- ▶ How the regulators enforce (real-world examples)
- ▶ Environmental Sentencing Guidelines
- ▶ Key statutory compliance requirements for energy, climate change, waste management, biodiversity, pollution and property management
- ▶ Review of why some non-statutory elements may be treated as compliance requirements
- ▶ International environmental agreement.

## Module 3

### Key environmental sustainability issues

- ▶ Climate change and contributory factors
- ▶ Resource depletion
- ▶ Pollution
- ▶ Biodiversity loss (global trends)
- ▶ Population, urbanisation and consumption trends
- ▶ Statutory nuisance issues and how to manage them.

## Module 4

### Improving environmental sustainability performance

- ▶ Understanding how environmental management systems can be used for managing risks and opportunities
- ▶ Sustainable behaviours in the workforce (how we all can make a difference)
- ▶ Environmental incidents and emergency response.

## Module 5

### Drivers for change and barriers

- ▶ Awareness and competence
- ▶ Time and cost constraints
- ▶ Commitment (at different levels in an organisation)
- ▶ Supply-chain pressures (upstream) and customer pressures (downstream)
- ▶ Stakeholder pressures (interested parties)
- ▶ Change-management principles.

## Module 6

### Using data for performance improvement

- ▶ Commonly encountered environmental metrics: carbon footprinting, waste data, energy data and others (also some key social indicators)
- ▶ Choosing the correct indicators including why / when to use absolute and normalised KPIs
- ▶ Quantifiable/qualitative information
- ▶ How data can be used to drive performance improvement.

## Module 7

### Environmental sustainability across the value chain

- ▶ The definition of a value chain
- ▶ Life-cycle thinking and the link to value chains
- ▶ How value-chain thinking supports sustainability
- ▶ Typical roles supporting sustainability within and outside organisations
- ▶ Life-cycle assessments and their application.

## Module 8

### Improving resource efficiency

- ▶ Understanding resource flows in the delegate organisation
- ▶ Waste hierarchy (and practical applications)
- ▶ Water management
- ▶ Energy management
- ▶ Circular economy principals.

## Module 9

### Improving resource efficiency

- ▶ Engagement strategies – how to involve staff in driving environmental improvements
- ▶ Communication – including successful messaging
- ▶ How an EMS (e.g. ISO14001:2015) can be used to drive change in an organisation, e.g. through leadership engagement.



# Assessment

## Assessment Format

Each course is assessed with a short, multiple choice online test.

## Pass Marks

The test is taken at the end of the course. Learners will have 30 minutes to answer 20 questions in a variety of formats, including multiple choice, true/false and open questions. They must answer 70% correct to pass.

## Results and Certificates

Results will be issued straight away. Successful learners will be sent their IEMA certificates in the post within 12 weeks.





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